

WEST POINT INN ASSOCIATION

BOARD OF DIRECTORS MEETING

Monday, July 8, 2019, 7:00 PM

Marin Municipal Water District

Board Room

220 Nellen Ave

Corte Madera, CA 94925

MINUTES

Meeting called to order at **7:00** pm by President Chris Marcuse

Board Attendees: Bonnie Jones, Don Keeley, Wayne Koide, Bob Newcomer, Jim Parton, Patti Schmidt, Johanna Sistek

Board Members Absent: Mark Northcross

Others present: Jean Jefferies - Secretary

Pete Martin (Fire & Safety), Gordy McDermott (Membership), Shaun Horne (MMWD)

APPROVAL OF MINUTES

- Minutes of June 10 Board Meeting
Motion to approve minutes: Jim; Second: Bonnie; All in Favor.

PRESIDENT'S REPORT

- Fire Hardening Meeting 07/01/19

Chris met with Building/Grounds and Fire/Safety committees to start formulating plans on how to best fire harden the WPI, now that the Fire/Safety committee are well on the way to accomplishing the 200-foot perimeter clearing.

Discussed 3 scenarios as the planning for fire hardening unfolds:

-Internal fire

-Grass fire

-Major fire (only need here is to get everyone off the mountain safely)

In addition, five trees are slated to be removed near the Inn due to high fire risk (Eucalyptus, Cypress and Fir primarily); the root systems and drainage impact will be assessed prior to removal.

- Chris introduced Shaun Horne, Watershed Resource Manager for MMWD, and the WPIA liaison to MMWD.
 - Informed the board of a grant opportunity currently open with the Wildlife Conservation Board (State agency under the Natural Resource Department). The grant funds a variety of projects relating to public access: parking lot improvements, wildlife viewing improvements, etc; it's a really broad program. Applicants need to connect the application to "how are you getting people out into the natural environment through your specific project". There is \$5 million available in this first round; application deadline is July 26.
 - From a wildfire standpoint and fuel management Shaun assured the board that MMWD is there to support the WPI; MMWD will look for opportunities where MMWD and WPI can partner on grants when they come up, as well as, future collaborations between MMWD, WPI and CCNB (California Conservation North Bay).
 - MMWD has a log cabin at Phoenix Lake, a historic site. MMWD developed a restoration plan in 2016 and evaluated opportunities for restoring access to it. They are looking at what the long term use of the cabin might look like and would value the input from WPIA; can the WPI be a model

that can be applied to the log cabin? Shaun will send a link to a virtual tour of the cabin and hopes to discuss ideas at a future meeting with the WPIA board.

-Bonnie is working with Aaron Fulton; there is a piezometer in the creek and the idea is to work up plans for possible implementation of the new spring box for October 15th. WPIA has raised almost \$7,000. Per Shaun, MMWD is taking measurements and coming up with some suggested design specs; he suggests moving forward with the permit application process now before the final design is ready to get the project moving along; permit pending final design review. Discussion regarding who will pay for building the facility- MMWD owns the creek and it is outside the WPI perimeter. However, the creek/spring box is the WPI water source and as such the WPIA would pay for this facility, per Shaun. The lease agreement needs to be reviewed and discussed at the next board meeting in August.

TREASURER'S REPORT, Mark Northcross

-Cash position is strong at over \$200,000

-Overnight fees are bouncing back; June was relatively high

-June Father's Day pancake breakfast was attended by 767 people, regardless of drizzly weather until about 11am (holding down attendance), we grossed \$8103.00 in revenues against \$1790.00 in expenses. There are around 200+ sausages leftover plus frozen OJ and Krusteaz pancake mix.

OLD BUSINESS

- Freezer Issue

-practical solution is to file a claim in small claims court against Dvorson's.

- Service Animals vs. Emotional Support Animals

-WPIA only allows service animals and only allows dogs as a service animal

- It is okay ask, "is this a service animal and what is it trained to do?"

- the service animal (dog) must be leashed at all times with the person it serves

- Emig Cabin/Saturday Whole Inn Booking

- Committee Report

- Wording for Website- will review during August board meeting

- Member Feedback from articles?

- Metrics for Evaluation

- establish goals

- track 2020 ADA use on Saturday nights and compare to previous year to see if there is an increase in ADA use with the greater accessibility on Saturday nights.

- track financial impact with no WIB on Saturday nights starting 2020.

NEW BUSINESS

- Use of wampum and credit cards for dues

-Discussion of simplifying submission of annual dues

-Time consuming problems that arise with use of credit cards for payment include: credit cards declined payment, no names listed, can't read CC #s; last year approximately 85 member's credit card submissions were problematic and some are only being resolved as of July.

-Motion: Effective next year (2020) payment for membership dues can be made with checks, cash or wampum; credit cards will not be accepted for payment.

Move: Jim; Second: Patti; All in favor

-This new membership dues payment policy will be mentioned at the Fall membership meeting, in the December newsletter and at the bottom of the membership renewal/payment form.

- Updating reservation email to emphasize check-in time
-Reviewed current reservation confirmation wording and it is very clear and specific. Oftentimes visitors arrive later during the summer months since sunset is later, therefore it was decided to add to the reservation confirmation, “Please be advised the kitchen closes at 9pm”.

COMMITTEE REPORTS

Building & Grounds: Ross Asselstine & Urban Carmel

- discussed fire hardening and vegetation management (refer to Fire/Safety report)
- Ross is starting to discuss the replacement of Toby cabin flooring and the decking project with contractors; the Toby cabin will be off-line the last week of September while the work is being done.

Communications/Website Committee: Jan Gauthier

Development Committee: Suzie Adams Koide

Election Committee: Chris Marcuse & Lin Johanson

- need bios for interested candidates by August 23rd so it can be included in the September newsletter.
- discussion/recommendation to send out an email to all members to encourage those interested in a board position to submit their bios.

Event Committee: Gail Shahan/Fran Rondeau

- rough draft of 2020 event calendar should be done in August

Fire & Safety:

Pete Martin

-Walk-around outside grounds with Christy Neal, Marin County Fire Dept and Todd Lando, Executive Coordinator FireSafe Marin and Carl Sanders, Watershed Maintenance Supervisor. They compiled a list of approximately 23 items that should be addressed. Pete has a list that resulted from this meeting but no formal summary report has been received from Christy or Todd.

-Fire department pointed out there should be a 10 ft. clearance on each side of the fire road (standard throughout the county); Carl stated he could take care of this. Carl also stated the WPI will be responsible for vegetation removal within the “horseshoe”. Clarification is still needed on which trees need to come down other than the dead Oaks.

-Pete proposes installing skirting around the base of the Emig cabin to prevent embers from getting underneath cabin.

-Pete’s take-away is that they are recommending a greater degree of vegetation removal within the 200 ft. zone; ideally it would include the area up above the Inn where the solar panels are located; this is a big job requiring a professional crew; estimate for additional removal \$20K.

-Urban, Ross, Chris met to discuss vegetation management around the Inn. They will be developing a comprehensive list of items that need to be addressed, as well as, a projected budget (50K?). Plus, contingency projects (15K?).

-The precedent of cost sharing with MMWD on these types of projects was raised; Shaun clarified: MMWD completed fuel management work in May around the perimeter of defensible space the WPI maintains. The recommendations that came from Marin County Fire were specific to vegetation around the buildings and that is not what MMWD would take on (within lease perimeter which has historically been monitored by the WPI). The defensible space up-slope along Old Railroad Grade (relating to some of the wider vegetation management along the road into the WPI facility) is work that MMWD is going to take care of.

-California North Bay uses crews for vegetation management/trail work. Shaun will send contact information to CCNB for potential collaboration with future fuel load reduction work.

Garden Committee: Kathleen Kopp

Heritage/History Committee/ Historian: Fred Runner

Housekeeping: Fran Rondeau/Bonnie Jones

-Bonnie will remove and wash Toby cabin curtains before construction resumes

Water Tank/System: Bonnie Jones

- Shaun will forward and clarify meeting notes and the permit process, as well as, the timeline for the design process.

Membership: Gordy & Lynn MacDermott

Mountain Organization Liaison: Olene Sparks

Newsletter: Alison Bricker
-August 23 deadline for September newsletter

Old Timer's Liaison: Marilyn Skaff

Pancake Breakfasts: Lin Johanson/Gordy MacDermott
Attendance at Father's Day pancake breakfast was 767 people regardless of drizzle until 11am; grossed \$8103 in revenues against \$1790 in expenses.

Personnel: Lin Johnson/Fran Rondeau
-Executive Session

Policy & Procedures: Wayne Koide
-August meeting will review 2020 policy wording for the Whole Inn Booking

Reservations: Jennifer Greene
- will add to the reservation confirmation, "Please be advised the kitchen closes at 9pm".

Work Parties: Don Keeley
Plenty of projects to work on this month due to the June cancelled work party; Don is getting a good response with volunteer sign-ups
Don requested 2 battery operated weed wackers and extra batteries; Chris approved this purchase.

Open Meeting was adjourned at 9:00pm; Move: Jim; Second: Johanna; All in Favor

Respectfully Submitted,

Jean Jefferies

Secretary

Policy Motions passed this meeting	
<i>Topic</i>	<i>Details</i>
Annual membership payment options	Effective next year (2020) payment for membership dues can be made with checks, cash or wampum; credit cards will not be accepted for payment.

Tally of Donations of mid-week overnight accommodation- calendar year 2019	
<i>Month voted</i>	<i>Organization</i>
May 2019	Point Bonita YMCA
May 2019	All One Ocean